

Clark County Rehabilitation & Living Center Sub-Committee Meeting Minutes

Meeting held Friday, October 11, 2019 at 11:00 AM at the Clark County Rehabilitation & Living Center

Call to Order

Chair Kodl called the meeting of the CCRLC Sub-Committee to order at 10:58 AM.

Roll Call

Members Present: Arlene Kodl, Scott Jalling, Frieda Rollins, Fred Schindler

Members Absent: Gary Leichtman

Others Present: Jane Schmitz, Brandon Heglund, Dominic Haupt, Jenna Thieme

Minutes of September 20, 2019

The minutes of the September 20th meeting were approved on a motion made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Vouchers and Cash Bills

The September vouchers and monthly cash bills were reviewed and approved on a motion by Frieda Rollins, seconded by Fred Schindler, all yes, motion carried.

Cash Receipts Report

Brandon Heglund reported the September cash receipts report.

Dominic Haupt arrived at 11:24 AM

Building Project

Jane Schmitz and Dominic Haupt discussed the Building Security progress which is anticipated to be completed within 2-3 months in which all exterior doors will be locked 24/7 with keypad entry on specified entry doors.

Also discussed were revisions to the Jakel Plumbing Heating & Electrical Inc bill related to the parking lot resurfacing and Jane indicated the exterior building signage has also been installed.

New Hires

Jane Schmitz reported on new hires and position transfers.

Wage Rate Adjustments

none

2019 Budget

none

Flex Schedules

Jane Schmitz requested department heads and professionals have the option to flex their schedules within the pay period to complete their job duties.

A motion to approve flex schedules for department heads and professionals was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

WIC Resolution

Jane Schmitz presented the WIC grant resolution to the committee. The resolution allows for CCRLC to apply for state/federal grant funding for 2020.

A motion to approve the WIC resolution and forward to the Board of Supervisors was made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Personnel

Jane Schmitz presented the option for the dietary services department to receive the \$2.00 per hour shift differential to aide in recruiting and retaining staff on the PM shift.

A motion to approve a \$2.00 shift differential for dietary services starting at 2:00 pm effective with their next full pay period was made by Fred Schindler, seconded by Arlene Kodl, all yes, motion carried.

Also discussed were staffing pattern challenges within the newly opened 1South unit.

Dominic Haupt departed at 11:53 AM

Jenna Thieme arrived at 12:00 PM

Movement of Population

Jenna Thieme reported on the September month end census:

Nursing Home 149; FDD 14; CBRF 7; Total 170

Jenna Thieme departed at 12:21 PM

Quality Assurance Report

Jane Schmitz presented the Quality Assurance report for September.

Administrator's Report

none

Adjourn

Motion to adjourn at 12:43 PM was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

The November meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, November 8, 2019 at the Clark County Rehabilitation and Living Center in the classroom beginning at 11:00 AM (or immediately following the conclusion of the Community Service meeting).